



Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
City of Davao

**DAVAO CITY GOVERNMENT GUIDELINES No. 3  
FOR CORONA VIRUS DISEASE (COVID-19)**

In view of the national government's Code Red alert over the Coronavirus 2019 (Covid 19), the City Government of Davao will cancel the flag-raising ceremony for City Hall employees on Monday, March 9, as a measure to avoid mass gatherings.

1. Instead of the flag ceremony, City Hall employees are instructed to clean and disinfect their personal spaces and offices, and areas that are frequently used by the public. Heads of offices are mandated to create a regular disinfection schedule for frequently touched surfaces inside their offices.
2. Employees are banned from receiving personal visitors. Only those who have transactions with the government are allowed in the offices.
3. Hand sanitizers or alcohol should be made available for the public before entering and leaving the offices.
4. Employees who have shortness of breath, fever, cough, cold and flu-like symptoms shall stay home and have themselves checked by a doctor. They should bring a doctor's clearance when reporting back to work.
5. Employees are prohibited to share food and eating utensils with others during meals in their offices. Everyone is required to bring their own re-usable dining wares.
6. Private Organizations, business establishments, and other offices are strongly encouraged to postpone non-essential mass gatherings until June 2020.
7. Banks, hotels, resorts, restaurants, hospitals, places of worship, buses, jeepneys, taxis, ride-sharing vehicles, government offices, schools, malls, theaters, airports, taxi and van terminals, ports, civil courts, fitness gyms, recreational centers, funeral parlors, internet cafes, bars, coffee shops, palengkes and all other places where people frequently gather should have their daily disinfection protocols for frequently touched surfaces.
8. Schools are encouraged to accelerate their school calendar and postpone graduation activities to June 2020. However, we shall abide by the official advisory of the Department of Education and Commission on Higher Education.
9. All Araw ng Barangay celebrations and the conduct of caravan of government services shall be postponed until July 1, 2020. However, there shall be no disruption in the delivery of basic government services in the appropriate government building and offices.

10. Places of worship should come out with their guidelines in the conduct of activities for the observance of the lent and ramadan. All rituals and ceremonies pertaining to these religious activities that can be dispensed with are highly encouraged. Proper food handling during iftar should be observed.

11. All are hereby enjoined to review and abide by the DOH advisory pertinent to the organization:

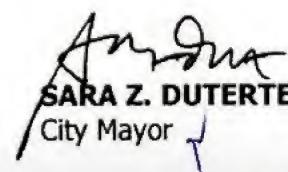
- For workplace — DOLE Labor Advisory #4 Series 2020 and DOH Dept. Memo 2020-0056
- For Hospitals — DOH Dept. Memo 2020-0035
- For Airports and seaports — DOH Dept. Memo 2020-0063
- For residential communities — DOH Dept. Memo 2020-0059
- For schools — DOH Dept. Memo 2020-0055 and DepEd Memo 15 s. 2020
- For hotels and other similar establishments — DOH Dept. Memo 24. 2020-0057

**PREVENTION ACTIONS TO HELP PREVENT SPREAD OF RESPIRATORY DISEASES INCLUDING COVID-19:**

<https://www.cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html>

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Follow recommendations for using a facemask:
  - Do not recommend that people who are well/healthy wear a facemask to protect themselves from respiratory diseases, including COVID 19.
  - Facemasks should be used by people who show symptoms of COVID 19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
  - Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

Please be guided accordingly.

  
**SARA Z. DUTERTE**  
City Mayor

